Criminal Justice Coordinating Council

Information Technology Advisory Committee

Meeting Notes – October 18, 2001

The October 18th meeting of the Information Technology Advisory Committee, ITAC, was held in the Clerk of the Courts Conference Room, # 2500, in Superior Court for the District of Colombia, at 12:30. Chief Judge King chaired the meeting.

The following agencies were represented: the Superior Court of the District of Columbia, the Office of the Chief Technology Officer, the Youth Services Administration, the Pretrial Services Agency, the Office of the US Attorney, Court Services and Offender Supervision, the Metropolitan Police Department, the US Bureau of Prisons, and the Criminal Justice Coordinating Council.

- 1. The first agenda item was the JUSTIS Phase 3 project negotiation with KPMG. The "bridge" contract, which allows KPMG to maintain satisfactory operational and service levels while the Phase 3 contract is being completed, was accepted by the ITLO and is in place. This will also allow the VPN to be fully implemented and the work with several agencies to upgrade their data delivery to be completed.
- 2. The ITLO indicated that the basic work plan prepared for the next phase had been reviewed and modified by three Working Groups. The ITAC Working Groups in session at this time include: the Data Transfer Working Group, the Notification Working Group, and the Tracking Number Working Group. In addition, in order to review the Data Quality Alliance task in Phase 3, the ITLO is attempting to gather the Data Quality contacts identified by each agency.
- 3. The ITAC then discussed the final sequencing of the tasks for Phase 3. Although all tasks are top priority, lack of funding may cause several tasks to be held until sufficient funds are obtained. The sequence of the tasks relates directly to the logical relationship between them, in that completion of some tasks allow other tasks to be initiated. The sequence determined by the ITAC for Phase 3 is:
 - Data Quality Alliance

- Core Data Transfer
- Notification System
- Public Access
- 4. The Tracking Number Task was re-examined by both the Tracking Number Working Group and KPMG. It was determined that the Tracking Number could be implemented by the Core Data Transfer task. This both simplifies the entire Phase 3 program and substantially reduces costs.
- 5. The Agency Expansion Task was dropped by the ITAC because the risk under a fixed price contract was too high.
- 6. The Statistical Analysis Center task was set aside. While the project work plan and costs appeared to be realistic to the ITAC, the final determination, acceptance and funding would be the responsibility of the SAC or CJCC, not ITAC.
- 7. The System Support, Documentation and Administration costs were reduced by the bridge contract. A final cost projection cannot be prepared for this task until the final project proposal is presented.
- 8. The ITAC authorized the ITLO, based upon the above review of the Phase 3 proposal, to proceed with final contract negotiations. The ITAC expects the ITLO to finalize and accept the JUSTIS Phase 3 prior to the next ITAC meeting.
- 9. The ITLO asked the ITAC to be aware of several policy issues that require resolution. While no decisions were requested at this meeting, the ITLO put the ITAC on notice that these issues will need to be resolved within the near future:
 - Should the Interagency Agreement on Information Technology be upgraded?
 - How are costs associated within the activities below be addressed?

New "Access Only Agency" members New "Contributing Agency" members Expanding JUSTIS to include new "families" Expanding access to allied DC and state agencies Requesting NCIC access via JUSTIS

The ITAC, while not addressing all issues did indicate that there was no objection to new "families" joining JUSTIS, as long as the primary members are current ITAC participants, and that each family obtains funding for their efforts. In addition, the ITLO was permitted to discuss access by allied agencies both in DC and adjacent states. However, before providing access, each specific circumstance is to be brought before the ITAC. The issue of NCIC access, as is provided by other states with systems similar to JUSTIS, was held until an agency makes the specific request for the access to MPD.

10. The ITLO indicated that the JUSTIS presentations have been both well received and widely requested. In addition to the presentations completed to date, the group has been requested to provide presentations to two sessions of DCSC judges, the Council of Governments (COG), the Mayor and Cabinet, and to a visitor from England.

The JUSTIS Commencement Program can now be found on the CJCCDC.org website.

11. The last item on the agenda was a presentation by the Superior Court and TruSecure, their prime security contractor. TruSecure currently is under contract with DCSC to review the IT security environment. Current criminal justice practices and current Court IT security practices are not identical. Court IT access has a dichotomy very different from that of other justice agencies. On one hand substantial amounts of court data is available to the public, while other data, such as juvenile and family data, require the strongest access controls.

TruSecure reviewed the differences between what security problem myths are and what the reality actually is. Their motto is "sweat the small stuff." They reviewed where each agency might expect trouble and then where the security problems are actually found. Their program allows agencies to examine and document security risks and invest scarce funding where it will do the most good.

TruSecure is on the Internet and would welcome the opportunity to share their work plans with other DC justice agencies.

A special "thank you" to the Superior Court and Mr. Frank Nowicki for making this resource available to the ITAC.

12. The next regularly scheduled ITAC meeting is November 15, at 12:30 in the Clerk of the Courts Conference Room.